



2018 ASHP Midyear Clinical Meeting & Exhibition
Anaheim, Calif.
December 2-6, 2018

Guidelines for ASHP Pre-Registration Lists

1. ASHP pre-registration lists are available only for communications that are germane to the practice of pharmacy or its scientific or socioeconomic aspects.
2. ASHP pre-registration lists are not available for membership solicitations or surveys of any sort.
3. ASHP approval of any use of its lists will be conditioned on a finding that such use will not limit effectiveness of ASHP programs and is not inconsistent with any policy of ASHP, as established by its Board of Directors.
4. ASHP pre-registration lists will not be made available for:
 - a. use in connection with the dissemination of distasteful or offensive materials;
 - b. use in connection with publicity or advertising which might imply, through copy or layout, ASHP endorsement of an organization or its products;
 - c. use by individuals or organizations who espouse the quackery arts;
 - d. any communication, which would tend to mislead, misinform, deceive or promote an unlawful purpose;
 - e. any communication involving the advertising or the promotion of the use and sale of any tobacco product, beer, wine or other spirits;
 - f. any fund-raising purposes by any organization or society; or
 - g. use in connection with any product deemed, by ASHP, to be directly competitive with any current or planned ASHP product.
5. Mailings specifically pertaining to ASHP meetings must conform to the following:
 - a. You may only ask for advance reservations if you are hosting a symposium that includes a food function.
 - b. If holding a symposium or any other function during ASHP's meeting that will be listed in the meeting program, under no circumstances may the term "limited seating, advance registration required" be used in the mailing materials.
 - c. In your promotional copy, please list the Society and the name of the meeting correctly.
 - d. If holding a symposium, the words "prior to", "during" or "in conjunction with" must be included. Terms such as "ASHP sponsored" or any words that might convey that this is an official ASHP function are prohibited.
 - e. Use of the trademarked ASHP logo or meeting logo in your promotional materials is strictly prohibited.
6. Failure to comply with these guidelines will result in loss of ASHP Mailing List usage.

List Rental Agreement Form

ASHP and Customer, in consideration of the mutual promises set forth below, agree as follows:

The customer agrees to pay \$_____ (total from order form) and to adhere to the following provisions concerning the use of names and addresses (hereinafter "the List") furnished via email, which the undersigned obtains from ASHP.

1. The customer desires to rent the List and agrees that the List is owned by the American Society of Health-System Pharmacists, Inc., that the undersigned has no right or interest in that property, and that the List represents unique, confidential, and unpublished data of ASHP.
2. The customer agrees to the following:
 - A. that the List provided will be for a non-exclusive one-time use only;
 - B. that the List will be for a single event;
 - C. that the List will be used only for the specific mailing for which it was ordered and for which ASHP approval has been obtained and for no other purpose (decoy names have been inserted into the List to detect unauthorized usage);
 - D. that all material to be used in conjunction with the List (printed material, literature, advertising material, etc.) must be submitted to and approved by ASHP prior to the use of the List;
 - E. that the List will not be copied or reproduced nor will ASHP or the undersigned permit, intentionally or unintentionally, the reproduction or copying of the List for use unauthorized or otherwise, by the undersigned or any third party;
 - F. that the List will be used within a specified time after receipt in order to retain the advantages of list accuracy;
 - G. that the List will not be used to facilitate any form of telephone or faxed contact; and
 - H. that the undersigned will adhere to ASHP policies governing pre-registration list use, which is attached and made part of this agreement.
 - I. if conducting a program in which Continuing Education credits are not offered, you may not use the word symposium in the title of your program or any place on your printed pieces.

Any violation of this agreement by the undersigned shall result in the immediate termination of this agreement by ASHP and any further use of the List.

This agreement shall be binding upon the undersigned, its principles and its agencies, agents, licensees, subcontractors, affiliates, associates and assignees. This agreement is to the express benefit of ASHP.

ASHP shall have no liability to customer for its use of the List.

Dated _____ By (ASHP) _____

Dated _____ By (Customer) _____

Customer Name _____ Company Name _____

Return one signed copy to ASHP; retain second copy with attachments for your file.